

Date/Time Stamp:

Employee Post-Travel Disclosure of Travel Expenses

Post-Travel Filing Instructions: Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building**.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): United Nations Foundation

Travel date(s): Feb. 15-21, 2020

Name of accompanying family member (if any): None

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

| | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses (Amount & Description) |
|---|-------------------------|------------------|---------------|---------------------------------------|
| <input type="checkbox"/> Good Faith Estimate | \$1,777.35 | \$812 | \$293.90 | \$50 (Rwanda visa) |
| <input checked="" type="checkbox"/> Actual Amount | | | | |

Expenses for Accompanying Spouse or Dependent Child (if applicable):

| | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses (Amount & Description) |
|--|-------------------------|------------------|---------------|---------------------------------------|
| <input type="checkbox"/> Good Faith Estimate | None | None | None | None |
| <input type="checkbox"/> Actual Amount | | | | |

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): ~~Please see the trip report attached to this package.~~

Please see attached itinerary.

4/28/2020 Katherine O. Abramson
 (Date) (Printed name of traveler)

Katherine O. Abramson
 (Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

4/28/2020
 (Date)

(Revised 1/3/11)

Jan 2 Risch
 (Signature of Supervising Senator Officer)

Form RE-2

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Katherine Abrames

Employing Office/Committee: Senate Committee on Foreign Relations

Private Sponsor(s) (list all): United Nations Foundation

Travel date(s): February 15, 2020 to February 21, 2020

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Kigali, Nyabihu, Rubavu, Bugesera, and Ngoma, Rwanda

Explain how this trip is specifically connected to the traveler's official or representational duties:

This trip will cover important work that the United Nations is doing with regards to reconciliation efforts, development, empowerment of women and girls, and peacekeeping effectiveness in neighboring states. Give that the traveler covers issues to include work of the United Nations, Peacekeeping, Development, and Women and Girls, this trip's educational opportunities provide an exclusive opportunity to see the United Nations at work.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

February 3, 2020
(Date)

Katherine O. Abrames
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator James E. Risch hereby authorize Katherine Abrames
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

02/03/2020
(Date)

James E. Risch
(Signature of Supervising Senator/Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

-
1. Sponsor(s) of the trip (please list all sponsors): United Nations Foundation (UNF)

 2. Description of the trip: Over the course of this learning trip, Members of Congress and staff will travel to Kigali and the field to observe transformational U.S. and UN-led projects that... (please see attached)

 3. Dates of travel: Feb. 15, 2020 - Feb. 21, 2020

 4. Place of travel: Kigali, Nyabihu, Rubavu, Bugesera, and Ngoma, Rwanda

 5. Name and title of Senate invitees: Please see attached.

 6. I *certify* that the trip fits one of the following categories:

☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

- OR -

☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).

 7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

- AND -

☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.

 8. I *certify* that:

☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

- AND -

☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The United Nations Foundation is the sole sponsor of this trip, organizing all aspects of the program and logistics. UNF handles all outreach to congressional staff and is the contact for planning purposes.

The Ariadne Getty Foundation, a U.S.-based 501(c)(3) non-profit organization...(please see attached)

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The United Nations Foundation works to educate all Americans, including the U.S. Congress, on the importance of a strong U.S.-UN relationship. This learning trip provides an opportunity for policymakers to observe U.S. and UN development, health, gender equality, and reconciliation...(please see attached)

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The United Nations Foundation regularly organizes congressional learning trips to observe the UN's work abroad. From 2014-2019 UNF organized trips to Niger, Mali, Liberia, Lebanon, and Jordan, for example.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The United Nations Foundation regularly hosts/sponsors Capitol Hill briefings, forums, and related events to educate policymakers, businesses, NGOs, and the general public on the UN's role in advancing American interests abroad.

16. Total Expenses for Each Participant:

| | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses |
|---|---|--|---|--------------------|
| <input checked="" type="checkbox"/> Good Faith estimate | \$1,840 total \$1,340 (RT air from DC to Kigali) | \$812 total \$203 (per night in Kigali) | \$294 total \$252 (in Kigali) \$42 (outside Kigali) | \$50 (Rwanda visa) |
| <input type="checkbox"/> Actual Amounts | \$500 (ground transport) | | | |

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip involves an event that is arranged specifically WITH regard to congressional participation.

18. Reason for selecting the location of the event or trip

After the genocide against the Tutsi in 1994 many predicted Rwanda would become another failed state.

The country, however, has transformed into a post-conflict success story. In the... (please see attached)

19. Name and location of hotel or other lodging facility:

Kigali Marriott Hotel KN 3 Avenue Kigali, Rwanda

20. Reason(s) for selecting hotel or other lodging facility:

Favorable rate and location.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Our daily expenses will be at or below the State Department's 2020 per diem rates for Kigali and at or below for locations outside of Kigali (\$84 for M&IE and \$203 for lodging in Kigali; \$42 for M&IE in other locations).

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Roundtrip economy or premium economy airfare from Washington, DC to Kigali, Rwanda connecting in Amsterdam, the Netherlands. All in-country travel will be via van and/or SUVs.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: 

Name and Title: Peter Yeo, Senior Vice President

Name of Organization: United Nations Foundation

Address: 1750 Pennsylvania Ave NW Suite 300

Telephone Number: 202-887-9040 (please ask for Micah)

Fax Number: 202-887-9021

E-mail Address: mspangler@unfoundation.org

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The United Nations Foundation is the sole sponsor of this trip, organizing all aspects of the program and logistics. UNF handles all outreach to congressional staff and is the contact for planning purposes. The Ariadne Getty Foundation, a U.S.-based 501(c)(3) non-profit organization, previously provided UNF with an unrestricted grant to be utilized at the sole discretion of UNF to advance the Foundation's general educational activities. Limited portions of that grant may be utilized to support certain indirect administrative costs associated with this trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The United Nations Foundation works to educate all Americans, including the U.S. Congress, on the importance of a strong U.S.-UN relationship. This learning trip provides an opportunity for policymakers to observe U.S. and UN development, health, gender equality, and reconciliation efforts in Rwanda—a country that has become a vital post-conflict success story.

18. Reason for selecting the location of the event or trip:

After the genocide against the Tutsi in 1994 many predicted Rwanda would become another failed state. The country, however, has transformed into a post-conflict success story. In the intervening years, the UN has become a fundamental partner in the reconstruction of Rwanda, helping rebuild a shattered nation and ensuring equality, justice, and reconciliation are essential elements of the country's national development agenda. Now 25 years after that ghastly tragedy shocked the international community's conscience, the range of UN agencies operating on the ground in Rwanda have become premier examples of "One UN"—a bold reform initiative designed to ensure the UN works together across numerous boundaries to achieve a common, shared mission. Travelling to Rwanda in this critical moment in the nation's post-conflict phase, delegation participants will learn how long-term private sector investments and U.S. and UN-led sustainable development, economic security, gender equality, and reconciliation projects could potentially be applied in other post-conflict settings in Africa, as well as gain a better understanding of the vital work in Rwanda that is still left to be accomplished.

UN Foundation Learning Trip to Rwanda

Answers to PSTCF Questions 2, 5, 12, 13, and 18

2. Description of the trip:

Over the course of this learning trip, Members of Congress and staff will travel to Kigali and the field to observe transformational U.S. and UN-led projects that are combatting extreme poverty, accelerating early childhood development, overcoming regional health threats, empowering women and girls, and facilitating reconciliation across Rwanda. Experiencing this vital work up close and meeting with members of civil society as well as senior officials from the United Nations, the U.S. Embassy in Rwanda, and the Government of Rwanda, participants will learn how recent international development successes in Rwanda could potentially be applied in other post-conflict settings in Africa.

5. Name and title of Senate invitees:

Matt Squeri, Foreign Policy Advisor
Sen. Jeff Merkley

Katie Abrames, Policy Analyst
Senate Foreign Relations Committee

Chris Socha, Staff Director
Senate Foreign Relations Committee

Maggie Dougherty, Professional Staff Member
Senate Foreign Relations Committee

Andrew Kalaris, Legislative Assistant
Sen. Tim Kaine

Sarah Arkin, Policy Director
Senate Foreign Relations Committee

Megan Reiss, National Security Advisor
Sen. Mitt Romney

Liz Banicki, Legislative Assistant
Sen. Dan Sullivan

Bethany Polous, Legislative Assistant
Sen. Marco Rubio

Blake Souter, Legislative Assistant
Sen. Tammy Baldwin

Brandt Anderson, Legislative Assistant
Sen. Todd Young

Wayne Jones, Legislative Assistant
Sen. Rob Portman



December 19, 2019

Ms. Katie Abrames
Senate Foreign Relations Committee
423 Dirksen Senate Office Building
Washington, DC 20510

Dear Ms. Abrames,

On behalf of the United Nations Foundation, I am writing to invite you to participate in a congressional learning trip to observe the peacebuilding work of the United Nations in Rwanda from Saturday, Feb. 15 – Friday, Feb. 21, 2020 (inclusive of all travel).

After the genocide against the Tutsi in 1994 many predicted Rwanda would become another failed state. The country, however, has transformed into a post-conflict success story. In the intervening years, the UN has become a fundamental partner in the reconstruction of Rwanda, helping rebuild a shattered nation and ensuring equality, justice, and reconciliation are essential elements of the country's national development agenda. In pursuit of this goal, the range of UN agencies operating on the ground in Rwanda have become premier examples of "One UN"—a bold reform initiative designed to ensure the UN works together across numerous boundaries to achieve a common, shared mission.

Over the course of this trip, the delegation will see this vital work up close, along with that of key U.S. partners within the State Department and USAID. We will travel to Kigali and the field to observe transformational projects that are combatting extreme poverty, accelerating early childhood development, overcoming regional health threats, empowering women and girls, and facilitating reconciliation.

Over the last several years, the UN Foundation has organized successful Member and staff learning trips to observe UN peacekeeping, humanitarian, and development operations in South Sudan, Mali, Niger, Lebanon, and Jordan—each time working closely with the UN and U.S. Embassies to ensure the safety and security of our delegations. Please be assured this trip is no exception.

We would be greatly honored if you would consider joining us for this unique learning opportunity. If you are able to participate, we kindly ask that you let us know by Tuesday, Jan. 7, 2020. If you have any questions or would like more information, please do not hesitate to contact me.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Peter Yeo".

Peter Yeo
Senior Vice President
United Nations Foundation



**UNF Learning Trip to Rwanda
February 15 – 21, 2020**

***All Times Local**
+7 hours from Washington, DC*

Saturday, February 15 --- Travel

Attire: Casual.

5:40pm Depart Dulles International Airport (IAD) on KLM 652 to Amsterdam
Flight time 7h25

Sunday, February 16 --- Travel/Arrival

Attire: Casual.

7:05am Arrive Amsterdam
Layover 2h50

9:55am Depart AMS on KLM 535 to Kigali
Flight time 8h20

7:15pm Arrive Kigali International Airport (KGL)

8:00pm Transit via hired car to Kigali Marriott Hotel

Overnight Kigali Marriott Hotel
KN 3 Avenue, Nyarugenge District, Kigali, Rwanda
Tel: +250 222 111 111

Monday, February 17 --- Kigali

Attire: Business casual.

7:45am – 8:15am Breakfast at the hotel

8:15am – 8:30am Transit via hired car to UN Rwanda Office

8:30am – 9:00am **UN Security Briefing**

The delegation will receive a briefing from the UN Department of Safety and Security detailing the current political/security situation in Rwanda and provide guidance on any safety protocols that must be adhered to during the course of the learning trip.

Location: UN Rwanda Office

9:00am – 10:30am **UN Country Team Briefing**

The delegation will have high-level discussions with representatives from all of the primary UN agencies operating in Rwanda and receive a collective briefing to learn about the UN's primary mission and objectives in Rwanda.

This meeting is an important introduction for the delegation to gain an understanding of the Rwanda context, UN's overall footprint in Rwanda, its diverse and varied mandates, and how different agencies collaborate with the U.S. Government and other Development partners on a number of projects.

Location: UN Rwanda Office

10:30am – 11:15am Transit via hired car to Mara Phone Factory

11:15am – 12:30pm **Tour of Mara Phone Factory**

The delegation will tour the Mara Phone factory—the first smartphone manufactured exclusively in Africa. Mara Phone is committed to enhancing and enriching the lives of the people of Africa through long-term, high-quality job creation. The delegation will meet with factory leadership and workers to discuss economic developments in Rwanda.

This tour and meeting will help the delegation understand how the private sector, together with the Rwandan government, is working to achieve the UN Sustainable Development Goals in Rwanda, namely Goal 8 (Decent Work and Economic Growth) and Goal 9 (Industry, Innovation and Infrastructure).

Location: Mara Phone Factory

12:30pm – 1:00pm Transit via hired car to Repub Lounge

1:00pm – 2:00pm Lunch at Repub Lounge

2:00pm – 2:30pm Transit via hired car to RWASHOSCCO Coffee (USADF Recipient)

2:30pm – 3:30pm **Tour of RWASHOSCCO Coffee**

In post-genocide Rwanda, coffee farming has been a boon to small farmers looking to rebuild livelihoods. RWASHOSCCO is a women-run and Fair Trade Certified Small Holder Specialty Coffee Company in Kigali comprised of six farmers' cooperatives, representing the interests of nearly 14,000 farmers. RWASHOSCCO has built a strong reputation as one of Rwanda's top small coffee businesses with an internationally recognized Maraba Coffee brand.

The U.S. African Development Foundation, an independent federal agency established to support African-led development, provided RWASHOSCCO with a modest investment of \$100,000. RWASHOSCCO's business quickly developed and USADF provided a

second grant of \$392,200 to expand market growth opportunities and the company's visibility in the international specialty coffee space.

This visit demonstrates the important work USADF is doing to economically empower Rwandans, combat extreme poverty, and create communities of collaboration and prosperity.

Location: RWASHOSCCO Coffee

3:30pm – 4:00pm Transit via hired car to Gahaya Links (USADF recipient)

4:00pm – 4:45pm **Tour of Gahaya Links**

Gahaya Links is a handicraft company founded by sisters Joy Ndunguste and Janet Nkubana, who returned to Kigali after the genocide and realized the opportunity to use traditional Rwandan weaving as a means of income generation to help the thousands of women who were left as widows, single mothers, and orphans. They founded Gahaya Links as a training facility and marketplace to economically empower Rwandan women, and today manage a network of over 4,000 weavers. Gahaya Links is known for its traditional Rwandan baskets as well as other handicrafts, and were the first Rwandan handicraft export company to benefit from the African Growth and Opportunity Act (AGOA). USADF first invested in Gahaya Links in 2007, and since then they have had products sold in Macy's.

This visit demonstrates the important work USADF is doing to economically empower Rwandans, combat extreme poverty, and create communities of collaboration and prosperity.

Location: Gahaya Links

4:45pm – 5:00pm Transit via hired car to Kigali Marriot

5:00pm – 6:50pm Executive Time

6:50pm – 7:00pm Transit via hired car to Heaven Restaurant

7:00pm – 8:30pm **Working Dinner with U.S. Department of State and USAID**

The delegation will have a working dinner with Belinda Jackson Farrier, Deputy Chief of Mission, U.S. Embassy in Rwanda and Leslie Marbury, USAID Mission Director to discuss U.S.-Rwanda relations, joint U.S.-UN development projects, and upcoming opportunities for increased congressional engagement and dialogue.

This working dinner is critical to providing an official U.S. perspective on recent developments in Rwanda and preparing participants for the next two days, which will be spent travelling outside Kigali.

Location: Heaven Restaurant

The entirety of the allotted time for the working dinner will be spent covering officially-connected activity.

8:30pm – 8:40pm Transit via hired car to Kigali Marriott Hotel

Overnight Kigali Marriot Hotel

Tuesday, February 18 --- Kigali/Field

Attire: Field Dress.

5:30am – 6:00am Breakfast at the hotel

6:00am – 8:30am Transit via hired car to Nyabihu District to Visit Early Childhood Development Centers (ECD)

8:30am – 9:30 am **Visit Nyabihu Tea Factory ECD Center (Private Sector Model)**

Location: Nyabihu District

9:30am – 9:50 am Transit to Nyabihu Model ECD Center

9:50am – 11:30am **Visit Nyabihu Model ECD Center**

The delegation will meet with UN staff, local partners, mothers, caregivers, and children to see how the UN is offering parenting education opportunities, improving access to water, sanitary and hygiene facilities, and supporting child protection and nutrition initiatives through Private-Based and Model ECD Centers.

This visit will help the delegation understand how UN is working in rural settings to help working parents and at-risk children live healthy, productive lives.

Location: Nyabihu District

11:30am – 12:30pm Transit via hired car to Rubavu-Goma Border (lunch in the car)

12:30pm – 2:00pm **Observe Ebola Preparedness Activities**

The delegation will visit Rubavu District to see how One UN Rwanda is working with the Ministry of Health, Local Authorities, national and international partners to strengthen core capacities for risk communication, surveillance, early detection, rapid response and containment in the event of Ebola Virus Disease importation into Rwanda from DRC.

This visit will help the delegation understand the vital, lifesaving work the UN is undertaking, with support from the U.S. Government, to prevent Ebola

from spreading from Eastern DR Congo to Rwanda. These efforts are critical to ensuing major population centers in Rwanda and beyond are not afflicted by this deadly virus.

Location: Rubavu District

2:00pm – 5:45pm Transit via hired car to Kigali Marriott Hotel

5:45pm – 7:00pm Executive Time

7:00pm – 8:30pm **Working Dinner with UN Resident Coordinator and Heads of UN Agencies providing protection and assistance to people of concern in Rwanda**

The delegation will have a working dinner with the UN Resident Coordinator and Representatives of UNHCR, WFP, UNICEF, IOM, UNFPA, UNDP and UN WOMEN. The discussions will focus on recent evacuation of vulnerable people at risk stranded in Libya, currently hosted in Gashora Transit Centre awaiting durable solutions, as well as discuss on humanitarian assistance provided in response to Congolese and Burundian refugees in Rwanda.

To date, 306 People of Concern (PoCs) have been evacuated from Libya to Rwanda under Emergency Transit Mechanism framework set up following tripartite Memorandum of Understanding (MoU) signed on September 10, 2019 by the Government of Rwanda, African Union. and UNHCR to rescue the refugees and asylum-seekers from Libya. There are additional other 150,000 refugees hosted in Rwanda, including refugees from DRC (48.9%) and Burundian refugees (50.8%).

This dinner will update participants on these evacuation operations and provide a look-ahead at the potential impact the ongoing crisis in Burundi may have on Rwanda.

Location: Kigali Marriot Hotel

The entirety of the allotted time for the working dinner will be spent covering officially-connected activity.

Overnight Kigali Marriot Hotel

Wednesday, February 19 --- Kigali/Field

Attire: Field Dress.

7:00am – 7:30am Breakfast at the hotel

7:30am – 10:00am Transit via hired car to Ngoma District

10:00am – 11:30am **Meeting with Economic Empowerment of Rural Women in Rwanda (RWEE) Cooperative**

The delegation will meet with members of the RWEE Cooperative to learn how UN is enhancing rural women's economic livelihoods, expanding political and civil society participation, and creating national gender responsive policies.

This visit will help the delegation understand how multiple UN agencies are working together to lift up female voices and achieve UN Sustainable Development Goal 5 (Gender Equality), Goal 1 (poverty) and Goal 2 (hunger).

Location: Sake Sector, Ngoma District

11:30am – 12:30pm Transit via hired car to Bugesera District (lunch in the car)

12:30pm – 3:30pm **Tour of Bugesera Pilot Reconciliation Villages**

The delegation will tour the Bugesera Pilot Reconciliation Villages—a unique community where genocide victims and genocide perpetrators who completed their prison sentences are living together peacefully and working together to implement development initiatives.

The UN is working with the Government, particularly the National Unity and Reconciliation Commission and Prison Fellowship Rwanda, to sustain the reconciliation efforts at community level through focusing on promoting peaceful cohabitation between genocide perpetrators and victims. This facilitates smooth reintegration of genocide perpetrators in the communities upon completion of their sentence.

This visit is important for the delegation to understand the resilience of the Rwandan people following the tragic genocide against the Tutsi of 1994 and the role the UN is playing in helping advance recovery, unity, and reconciliation.

Participants will meet directly with residents and hear their personal stories.

Location: Bugesera District

3:30pm – 4:00pm Transit via hired car to Nyamata Genocide Memorial

4:00pm – 5:30pm **Visit and Guided Tour of Nyamata Genocide Memorial Sites**

One of Rwanda's National Genocide Memorial Sites, this memorial was built on the site of the Nyamata Catholic Church where some 5,000 people seeking safety were brutally murdered during the height of the Rwanda genocide. The memorial houses victims' clothes and their belongings and mass graves situated behind the building contain the bodies of 45,308 genocide victims.

The delegation will participate in a wreath laying ceremony.

This visit is important for the delegation to understand the real-life impact of the tragic genocide against the Tutsi of 1994 and the massive societal progress Rwanda has made over the last 25 years.

Location: Nyamata Genocide Memorial

5:30pm – 6:30pm Transit via hired car to Kigali Marriott Hotel

6:30pm – 7:00pm Executive Time

7:00pm – 8:00pm Dinner (no official programming)

Location: Kigali Marriott Hotel

Overnight Kigali Marriott Hotel

Thursday, February 20 --- Kigali

Attire: Business.

7:30am – 9:00am **Working Breakfast with Rwandan Government Officials**

The delegation will have a working breakfast with the Hon. Dr. Vincent Biruta, Minister of Foreign Affairs and International Cooperation and Hon. Uzziel Ndagijimana, Minister of Finance and Economic Planning to discuss Rwanda's foreign policy goals and economic development priorities, successes, and challenges.

The working breakfast will allow the delegation to interface directly with Rwandan government officials, ask questions about U.S.-Rwanda relations and previous site visits, and explore potential post-learning trip dialogue opportunities.

Location: Kigali Marriot Hotel

The entirety of the allotted time for the working breakfast will be spent covering officially-connected activity.

9:00am – 9:30am Transit via hired car to CARL Group Office

9:30am – 11:00am **Meeting with CARL Group YouthConnekt Beneficiaries**

The delegation will meet with Rwandan entrepreneurs Clarisse Murekatete (age 25), Ada Elyse Irirashenono (age 26), Larissa Uwase (age 26) and Regis Umugiraneza (age 30), co-owners of CARL Group, a youth-led Rwandan start-up focused on sustainable agriculture and green technology.

This meeting will introduce the delegation to young entrepreneurs who are working with 200 female sweet potato growers to manufacture Vit-A bread, a first of its kind sweet potato-based bread that aims to ensure locals have access to affordable nutrition options. The three young entrepreneurs were nominated in 2016 by the World Economic Forum on Africa as one of the top 5 female tech innovators on the continent and were YouthConnekt Beneficiaries, a youth empowerment program created in collaboration with the Government of Rwanda and the UN.

Location: CARL Group Office

11:00am – 11:30am Transit via hired car to Kacyiru Isange One Stop Center

11:30am – 1:00pm **Tour of Kacyiru Isange One Stop Center**

Supported in part by the UN, the Kacyiru Isange One Stop Center provides timely, affordable, and comprehensive support to victims of Gender Based Violence (GBV) and child abuse.

This visit will demonstrate how the UN, together with law enforcement and medical professionals, is supporting victims of GBV by reducing the distance they need to travel to report crimes, avoiding risks of tainted evidence, ensuring safety and security of victims, and enhancing coordination among various government agencies involved in responding to crimes committed against women and children.

Location: Kacyiru Isange One Stop Center

1:00pm – 1:15pm Transit via hired car to Brachetto Restaurant

1:15pm – 2:15pm **Working Lunch Debrief with UN Rwanda and U.S. Embassy Staff**

This working lunch will allow participants to discuss lessons learned, post-learning trip follow-up, and potential opportunities for continued engagement and coordination with UN Rwanda and U.S. Embassy staff.

The entirety of the allotted time for the working lunch will be spent covering officially-connected activity.

NB: In case Rwandan Government Officials confirm their availability, they could also be invited to this lunch.

Location: Brachetto Restaurant

2:15pm – 2:45pm Transit via hired car to Parliamentary Building

2:45pm – 3:45pm **Meeting with Rwandan Parliament Official**

The delegation will meet with Hon. Donatille Mukabalisa, Speaker, Chamber of Deputies, Parliament of Rwanda to discuss U.S.-Rwanda relations and the work the Government of Rwanda is taking, and has taken, to achieve UN Sustainable Development Goal 5 (Gender Equality).

This meeting will underscore the gains that post-genocide Rwanda has made and the lessons the country has learned in becoming a more inclusive society, particularly becoming the first nation in the world to achieve a female-majority national legislature.

Location: Parliamentary Building

3:45pm – 4:00pm Transit via hired car to Caplaki Craft Village

4:00pm – 5:00pm **Tour of Caplaki Craft Village (Cultural Visit—Optional Activity)**

Location: Caplaki Craft Village

5:00pm – 5:30pm Executive Time and prepare for departure to airport

5:30pm Transit via hired car to KGL

8:20pm Depart Kigali on KLM 539 to Amsterdam via Entebbe

10:30pm Arrive Entebbe
Passengers will not disembark

11:30pm Depart Entebbe on KLM 539 to Amsterdam
Flight time 8h30

Friday, February 21 --- Travel

Attire: Casual.

6:00am Arrive Amsterdam
Layover 7h20

1:20pm Depart AMS on KLM 651 to Dulles
Flight time 8h45

4:05pm Arrive IAD